

Summer 2016 - GeMS Updates

Change Made	Explanation
Overall System Enhancements	
"My Training Materials" tab	The "My Training Materials" tab is accessible from any page and includes manuals that are specific to the user's role (e.g. GeMS Reviewer Manual is only visible to Reviewers; GeMS Affiliate Manual is only visible to Affiliate users such as the AGA and AGM; GeMS Applicant Manual and GeMS Grantee Manual are only visible to applicant and grantee users).
On the "Contract Acceptance" page, "I Agree" and "I Decline" buttons are now <u>required</u>, along with W9 and Certificate of Insurance (COI) upload fields.	<p>Check boxes on the "Contract Acceptance" page for must be selected, along with attaching a W9 and Certificate of Insurance (COI) in order to save the page. These changes were put in place to make the contract process easier for Affiliates as many grantees simply change the status and forget to click "I agree" on the contract; we hope this will avoid additional administrative work for both the grantees and the Affiliates.</p> <p>NOTE: "First Grant Payment" page will not be available until the grantee "I agree" box and the "Affiliate Confirmation of acceptance" box are both checked and attachments uploaded. This is to prevent payments from being requested prior to having a fully executed contract.</p>
"Reason for Push" field under Status Push Documents tool now <u>required</u>	To ensure accurate record keeping, the "Reason for Push" field on the Status Push Tool page is now required, prior to updating a status. There is a minimum 25 and a maximum 300 characters allowed.
Examine Related Items has been renamed "Initiate/Access Reports"	"Initiate/Access Reports" is the new name you will see at the bottom of the SG and CG Application Menus for users to use to initiate a new report or access an existing report. This suggestion was made during a focus group we hosted for grantee users of GeMS and we hope this name will be more intuitive for users.
"Processing Please Wait" message	This message will appear at the top of any GeMS page when the system is processing a request to generate information (e.g. search results, reports, etc.).

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FY 16 Progress & Final Reports Enhancements	
Addition of “Type of service” dropdown menu	The “Type of service” dropdown menu has been added to the “Project WorkPlan page.”
Addition of Stage 0	Stage 0 has been added to the “Individual Diagnosed with Breast Cancer and Stage of Diagnosis” table.
FY17 Application Enhancements	
Applicants now able to enter five years of previous support on the “Project Profile Page”	To allow prior grantees to have an accurate reporting of past Komen awards we have updated GeMS to allow them to manually enter this information. Based on feedback from Affiliates we know this has been a concern of applicants in the past and has resulted in additional questions to the Affiliate each year.
Sub Contract and Consultant pages combined	In an effort to streamline the application, the Subcontract and Consultant pages are now combined to one page.
Questions for applicants to consider added to Project Narrative page	The questions that appear in the FY17 RFA template now appear on the Project Narrative page in GeMS under the respective categories of “Statement of Need,” “Program Design,” “Organization Capacity” and “Monitoring and Evaluation.” This change is intended to make it easier for applicants to reference the application instructions.
Project Target Demographics categories have been updated	"Appalachian, Frontier, Rural" has been separated out into three different categories.
Goal and Objectives pages combined	In an effort to streamline the application, the “Project Workplan - Goal page” has been eliminated as a standalone page, and the Goal will now be entered on each “Project Workplan – Goal and Objectives page.”
Earlier Affiliate access to “Contract Acceptance” page	AGA and AGM now have the ability to view the Contract Acceptance page starting at “Application Review Complete” status. This will allow the Affiliate to preview the contract to ensure it is accurate prior to notifying grantees of their award.